

**OFFICE OF HISTORIC PRESERVATION
DEPARTMENT OF PARKS AND RECREATION**

P.O. BOX 942896
SACRAMENTO, CA 94296-0001
(916) 653-6624 Fax: (916) 653-9824
calshpo@ohp.parks.ca.gov



California Office of Historic Preservation Technical Assistance Series #2

Historical Resource Registration Programs in California

Registration is an integral part of the four essential components of historic preservation: **identification, evaluation, registration and protection.**

The Office of Historic Preservation (OHP) offers four different registration programs: **California Historical Landmarks, California Points of Historical Interest, California Register of Historical Resources and National Register of Historic Places.** Each is unique in the benefits offered and procedures required. If a resource meets the criteria for registration, you may nominate it to any program at any time. (Resources, for example, do not have to be locally designated before being nominated to a state program nor must they be registered at the state level before being nominated to the National Register.)

The following information is provided to help you choose which registration program best suits your needs. On page 6 of this handout is a reference chart that summarizes the basic elements of each program.

Also important to remember is that many local governments in California offer local designation/registration programs that may be even more beneficial depending on your situation. Check with the local government with jurisdiction over the particular resource you are considering registering to learn more about the value of local designation.

California Historical Landmarks

Recognizes only those resources of statewide significance

Effects of Designation

- Limited protection: Environmental review may be required under California Environmental Quality Act (CEQA) if property is threatened by a project. Contact your local planning agency for more information.
- Local assessor may enter into contract with property owner for property tax reduction (Mills Act).
- Local building inspector must grant code alternative provided under State Historic Building Code.
- Registration will be recorded on the property deed.

- Automatic listing in California Register of Historical Resources.
- Bronze plaque (underwritten by local sponsor) ordered through OHP; highway directional sign available through local Department of Transportation (Caltrans) district office.

Procedures for Registration

1. Download a nomination packet from OHP's website at www.ohp.parks.ca.gov. For those needing assistance, please call OHP at (916) 653-6624.
2. Complete the Cover Sheet and check the box for California Historical Landmark.
3. Complete the Primary Record (DPR 523A) and the appropriate evaluation form (DPR 523 B, C, or D), depending on the type of resource you are nominating.
4. Provide a sketch map clearly showing the boundary of the nominated resource.
5. Provide good, clear, color photographs of the resource and its surroundings. Photographs should be submitted loose. They should be numbered, dated, and labeled with the resource name, the view (e.g., east side camera facing west) a brief description of what is shown, and the name of the photographer.
6. Written permission from the owner(s) to register the property must accompany the nomination.
7. Completed nominations are submitted to OHP, where they are reviewed.
8. Acceptable nominations are scheduled for hearing by the State Historical Resources Commission (SHRC).

California Points of Historical Interest

Recognizes resources of local or county-wide importance

Effects of Designation

- Limited protection: Environmental review may be required under CEQA if property is threatened by a project. Contact your local planning agency for more information.
- Local assessor may enter into contract with property owner for property tax reduction (Mills Act).
- Local building inspector must grant code alternative provided under State Historic Building Code.
- Concurrent listing in California Register of Historical Resources.
- Registration is recorded on property deed.
- Small enamel directional sign (no text) available through local Caltrans district office. Owner may place his or her own marker at the site.

Procedures for Registration

1. Download a nomination packet from OHP's website at www.ohp.parks.ca.gov. For those needing assistance, please call OHP at (916) 653-6624.
2. Complete the Cover Sheet and check the box for California Point of Historical Interest.

3. Complete the Primary Record (DPR 523A) and the appropriate evaluation form (DPR 523 B, C, or D), depending on the type of resource you are nominating.
4. Provide a sketch map clearly showing the boundary of the nominated resource.
5. Provide good, clear, color photographs of the resource and its surroundings. Photographs should be submitted loose. They should be numbered, dated, and labeled with the resource name, the view (e.g., east side camera facing west) a brief description of what is shown, and the name of the photographer.
6. Written permission from the owner(s) to register the property must accompany the nomination.
7. Completed nominations are submitted to OHP, where they are reviewed.
8. Acceptable nominations are scheduled for hearing by the SHRC.

California Register of Historical Resources

Intended to serve as an authoritative guide to the state's significant historical and archeological resources. Resources listed through any of the other registration programs described in this handout are also listed in the California Register.

Effects of Designation

- Limited protection: Environmental review may be required under CEQA if property is threatened by a project. Contact your local planning agency for more information.
- Local assessor may enter into contract with property owner for property tax reduction (Mills Act).
- Local building inspector must grant code alternatives provided under State Historical Building Code.
- Owner may place his or her own plaque or marker at the site of the resource.

Procedures for Registration

1. Download a nomination packet from the OHP website at www.ohp.parks.ca.gov. For those needing assistance, please call OHP at (916) 653-6624.
2. Complete nomination, including all necessary supplemental forms, according to instructions.
3. Notify the clerk of the local government with land use authority over the resource by certified mail that an application will be filed with OHP, and request that the local government provide written comments. The notification must include a copy of the nomination.
4. Upon receiving written comments from the local government, or 90 days after sending notification to the local government (whichever is sooner), the applicant forwards the completed nomination and any comments to OHP.
5. Submit a cover letter with the nomination that includes the names and addresses of the applicant, the resource owner, and local government with land-use authority.
6. Within 30 days, OHP staff will ensure that the application is complete and will send notification to the property owner (if the applicant is not the property owner).

7. OHP staff will conduct a technical review of the nomination. When the nomination is acceptable, and the resource owner has been notified, the nomination will be scheduled for hearing by the SHRC for action.

Note: A nomination does not require owner consent in order for the resource to be listed, but it cannot be listed over an owner's objections. The SHRC can, however, formally determine a property eligible for the California Register if the resource owner objects.

National Register of Historic Places

Recognizes resources of local, state and national significance; registers only those properties that have retained enough physical integrity to accurately convey their appearance during their period of historical significance.

Effects of Designation

- Tax incentives, in some cases, for rehabilitation of depreciable structures.
- Tax deduction available for donation of preservation easement.
- Local building inspector must grant code alternatives provided under State Historical Building Code.
- Local assessor may enter into contract with property owner for property tax reduction (Mills Act).
- Consideration in federally funded or licensed undertakings (Section 106, National Historic Preservation Act)
- Limited protection: Environmental review may be required under CEQA if property is threatened by a project. Contact your local planning agency for more information.
- Automatic listing in California Register of Historical Resources.
- Owner may place his or her own plaque or marker at the resource site.

Procedures for Registration

1. Download a nomination packet from OHP's website at www.ohp.parks.ca.gov. For those needing assistance, please call OHP at (916) 653-6624.
2. Read National Register Bulletin 15 *How to Apply the National Register Criteria for Evaluation* and National Register Bulletin 16A *How to Complete the National Register Form* (Bulletin 16A). Follow these guidelines exactly when preparing the nomination forms.
3. If you are not the owner of the property you are nominating, please inform the owner of your intention to apply for registration. The property or district may not be listed over the objection of the owner or a majority of owners in the case of a district.
4. If the area is proposed for registration as an historic district OHP staff is available to assist district applicants. OHP staff should be contacted in the early stages of the process.
5. Each nomination must be submitted with a cover letter. This letter must identify any person or organization on whose behalf the application is being submitted. If there is some need for urgency in processing the application, e.g. imminent demolition,

please provide an explanation. If the property is requesting rehabilitation incentives under the Tax Reform Act or Revenue Act of 1978, this must be stated clearly in the cover letter.

6. Submit completed forms, photographs, and maps to OHP for review.
7. OHP notifies all applicants and owners when a nomination has been received. Owners receive a copy of the nomination for their records.
8. Nominations are reviewed by OHP. Those which are inadequate or are not prepared in accordance with the guidelines published in Bulletin 16A will be returned to the applicant for further work.
9. When the nomination is acceptable, it is scheduled for hearing by the SHRC. OHP notifies all applicants, property owners and appropriate governmental jurisdictions of the time and place of the SHRC meeting.
10. If approved by the SHRC, the application is sent to the State Historic Preservation Officer for nomination to the National Register. The final determination is made 45 days after receipt by the Keeper of the National Register in Washington, D.C.

	California Historical Landmarks	California Points of Historical Interest	California Register of Historical Resources	National Register of Historic Places
Criteria	<ul style="list-style-type: none"> The first, last, only or most significant of its type in the state or within a large geographic region (Northern, Central or Southern California). Associated with an individual or group having a profound influence on the history of California. A prototype of, or an outstanding example of, a period, style, architectural movement or construction or is one of the more notable works or the best surviving work in a region of a pioneer architect, designer or master builder. 	<ul style="list-style-type: none"> Same as those for Landmarks, but directed to local (city or county) regions. 	<ul style="list-style-type: none"> Associated with events that have made a significant contribution to the broad patterns of local or regional history or the cultural heritage of California or the United States. Associated with the lives of persons important to local, California or national history. Embodies the distinctive characteristics of a type, period, region or method of construction or represents the work of a master or possesses high artistic values. Has yielded, or has the potential to yield, information important to the prehistory or history of the local area, California or the nation. 	<ul style="list-style-type: none"> Associated with events that have made a significant contribution to the broad patterns of our history. Associated with the lives of persons significant in our past. Embodies the distinctive characteristics of a type, period or method of construction, or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components may lack individual distinction. Has yielded, or may be likely to yield, information important in history or prehistory.
Relation to other registration programs	Resources listed as California Historical Landmarks are automatically listed in California Register.	Resources listed as Points of Historical Interest are concurrently listed in California Register.	Resources listed in National Register or as California Historical Landmarks or Points of Historical Interest are also listed in California Register.	Resources listed in National Register are automatically listed in California Register.
Owner Consent	Written consent of property owner(s) is required.	Written consent of property owner(s) is required.	Consent of property owner(s) not required, but cannot be listed if owner(s) objects.	Consent of property owner(s) not required, but cannot be listed if owner(s) objects.
Local Government Notification	Local government must be given 60 days to comment on application before public hearing is held.	Local government must be given 60 days to comment on application before public hearing is held.	Clerk of local government must be given 90 days to comment on application before it is sent to OHP.	Local government must be given 60 days to comment on application before public hearing is held.